




The Under Secretary of Energy
Washington, DC 20585

April 11, 2003

MEMORANDUM FOR RAYMOND L. ORBACH
DIRECTOR, OFFICE OF SCIENCE

FROM: ROBERT G. CARD 
UNDER SECRETARY
ENERGY, SCIENCE AND ENVIRONMENT,
AND ACQUISITION EXECUTIVE

SUBJECT: Delegation of Authority as Acquisition Executive

The Department instituted DOE Order 413.3, Program and Project Management for the Acquisition of Capital Assets, on October 13, 2000 and a companion project management manual on March 28, 2003. The Order and Manual provide direction for the acquisition of capital assets. They also provide for the delegation of authority as Acquisition Executive as the senior manager responsible and accountable for all acquisition of capital assets. As such, I hereby delegate to you the Acquisition Executive (AE) authority for the acquisition of capital assets that have a total cost of \$400M and below. You may further delegate this AE authority as provided in the Order and Manual. I am also delegating to you the authority to approve performance baseline changes that are below the Secretarial Acquisition Execution approval level.

This authority is subject to the condition that you must have your project management system approved by me within 12 months from the date of this delegation or the delegation will be withdrawn.

Furthermore, any appropriate and legitimately appointed Acting Assistant Secretary may exercise this AE authority during periods when you are not available due to extended travel.

This delegation will remain in force until superceded or rescinded. Implementing guidance and assistance is available from James A. Rispoli, Director, Office of Engineering and Construction Management (ME-90).